

Fund-Raising Registration Form

See back of page for additional instructions and information.

Part I: REQUIRED INFORMATION

Sponsoring Organization Tau Beta Pi

Student Representative _____

Phone _____

Faculty/Staff Advisor Julia Keen

Phone [REDACTED]

Name of Project/Event: College of Engg. Yard Sale

Brief Description of Project/Event: Donation of goods from faculty and students for sale to generate funds for college of engg.

Type of FUND-RAISING ACTIVITY (Please check all that apply)

- ☒ Selling Merchandise* List type (s) of merchandise to be sold Donated Good
☐ Admission Fee/Ticket Sales ☐ Soliciting Donations/Raffle ☐ Credit Card Applications
☐ Other Please Explain _____

Date(s) May 4, 2010

Time(s) 9:00 am - 3:00 pm

Location(s) College of Engg. Complex Court yard / Plaza reserved already (Pit)

Part II: REQUIRED SIGNATURES

The following signatures must appear below for a vendor's permit to be issued.

Verification this project/event abides by this facility's policies and guidelines:

Facility _____	Signature <u>[REDACTED]</u>	Date <u>4-19-10</u>
Facility _____	Signature <u>[REDACTED]</u>	Date _____
Facility <u>Room Scheduling</u>	Signature <u>[REDACTED]</u>	Date <u>4/26/10</u>

We, the undersigned organization advisor and representative, agree to adhere to all University guidelines governing this project/event. We affirm all of the information provided on this form is true and correct, and this project/event is undertaken with full knowledge and support of the sponsoring organization.

<u>[REDACTED]</u>	Signature <u>Julia Keen</u>	Date <u>4/19/10</u>
	Signature _____	Date _____

- * If the project/event is the selling of merchandise, you must obtain the signature of the K-State Bookstore.
- * If the project/event is located in the K-State Student Union, you must obtain the signature of the Union Reservation Representative.
- * If the project/event is located outside the Union, you must obtain the signature of the Division of Facilities Director. The Facilities Office is located in Dykstra Hall, Room 109.

IF YOU ARE A STUDENT ORGANIZATION

Please call 532-6541 or stop by the Office of Student Activities and Services, ground floor, K-State Student Union with any questions.

Office of Student Activities and Services Fund-raising Permit

This permit must be available at the fund-raising location.

Sponsoring Organization Tau Beta Pi

Title of Project/Event College of Engg. Yard Sale

Type of Fund-Raising Activity

☒ Selling Merchandise ☐ Type(s) of Merchandise: Donated Goods

☐ Admission Charge/Ticket Sales ☐ Soliciting Donations/Raffle ☐ Credit Card Applications

☐ Other _____

Date(s) May 4, 2010 Time(s) 9⁰⁰ - 3⁰⁰ p

Location(s) College of Engg. Complex Court Yard & Plaza

Registration Date

4/26

Register